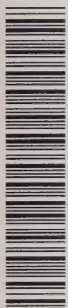


Gov. Doc
Can
Com
0

*Canada Rehabilitation Information
Committee*

CAI WI

-45 M16



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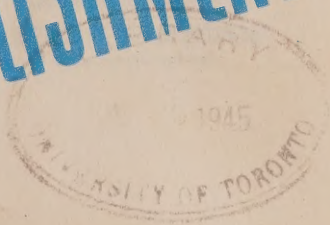
General

Publications

THE MACHINERY OF

RE-ESTABLISHMENT

E-G-37





CONTENTS

1. General Chart
2. Navy Demobilization
3. Army Demobilization
4. R.C.A.F. Demobilization
5. Rehabilitation Centre
6. A Job
7. Training: Vocational or University
8. Veterans Land Act
 - (a) Farming
 - (b) Small Holding
 - (c) Fishing
9. Re-establishment Credit for a Business of your Own
10. Re-establishment Credit for Buying or Building a Home
11. Other Uses of Re-establishment Credit
 - (a) Buying furniture
 - (b) Buying tools and equipment for trade or profession
 - (c) Government Insurance
 - (d) Reducing mortgage
 - (e) Provision of working capital for business or profession
12. Other Benefits
 - (a) Awaiting Returns Benefit
 - (b) Temporary Incapacity Benefit
 - (c) Out-of-Work Benefit
 - (d) Veterans Insurance
 - (e) Pensions
 - (f) Medical Treatment

Introduction

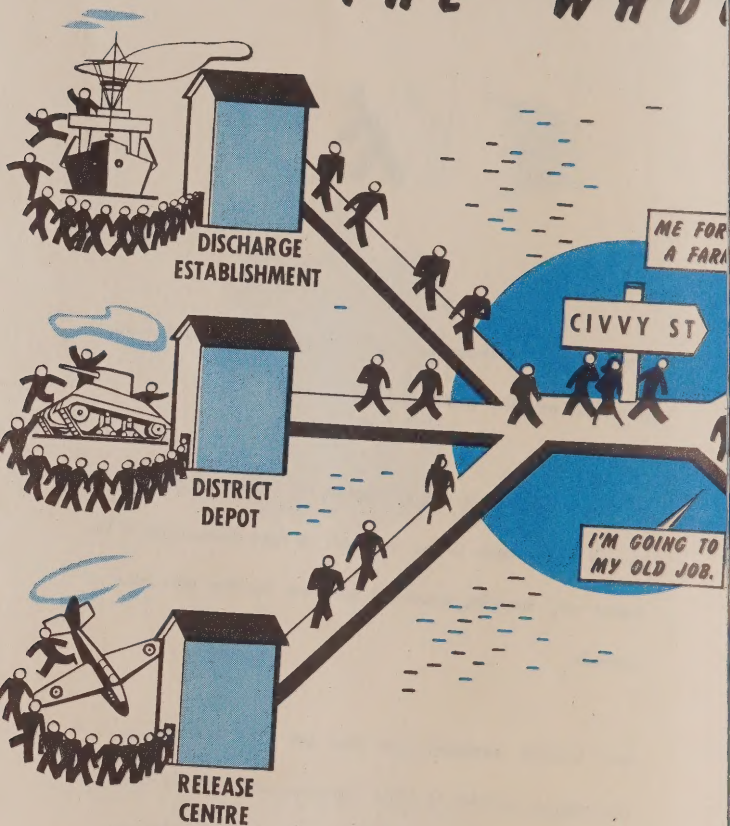


Here are twelve charts to explain how the re-establishment provisions actually work.

Starting with your service discharge, the charts tell you whom to see and where to go in order to take advantage of the rights and benefits provided for you by the Dominion of Canada.

This booklet explains how you get your benefits. It is a companion booklet to "The Common-sense of Re-establishment", which explains what those rights and benefits are.

THE WHO



E PICTURE



Jobs for Canadians are the concern of the National Employment Service. Canadian Vocational Training (CVT) is operated jointly by the Dominion Department of Labour and the Provinces, as an aid to steady jobs.

NAVAL DISCHARGE



1
DRAFTED
TO DISCHARGE TRANSIT CENTRE

2

COMPLETE PHYSICAL EXAMINATION

MEDICAL
DENTAL



X-RAY
BLOOD

(Officers and Wrens will be counselled at the Transit Centre. Officers proceed directly to the Discharge Establishment.)

4

DRAFTED TO FINAL DISCHARGE
ESTABLISHMENT
NEAREST HOME

Halifax, N.S.,
Saint John, N.B.,
Charlottetown, P.E.I.,
Quebec, P.Q.,
Montreal, P.Q.,
Ottawa, Ontario,
Kingston, Ontario,
Toronto, Ontario,
Hamilton, Ontario,
Esquimalt, B.C.

FINAL DISCHARGE
ESTABLISHMENT

6

FINAL
MEDICAL
EXAMINATION



7

COUNSELLING



8



Pay
Clothing
Rehabilitation
Application

PROCEDURE

Chart No. 2

N

T

3 REHABILITATION LECTURE AND GROUP DISCUSSION



(leave and on completion report to the Final Discharge Establishment.)

on, Ontario,
sor, Ontario,
Arthur, Ontario,
ipeg, Manitoba,
a, Sask.,
toon, Sask.,
ry, Alta.,
nton, Alta.,
uver, B.C.



5

If entitled,
PROCEEDS ON
LEAVE

RETURNS TO
FINAL DISCHARGE
ESTABLISHMENT



9

Original Service Certificate and
History Sheets.

Discharge Certificates.

Document describing civilian and
Service training and experience.

Priority Suit Purchase Certificate and
Application for Civilian Food Ration
Book.

War Service Badge.

Thanked for services.

Transportation Warrant.

ance
grant
Gratuity

10





ARMY DISC

C A N A D A

1 ARRIVAL IN CANADA.

2 DISPERSAL POINT: Leave Form (30 days)
Travel Warrant
Ration Card
Pay

Report to

3 DISTRICT
DEPOT

nearest home

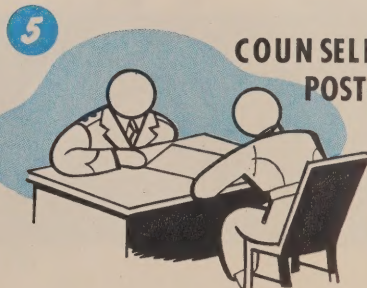
- London, Ontario
- Toronto, Ontario,
- Kingston, Ontario,
- Ottawa, Ontario,
- Montreal South, P.Q.,
- Leuzon, P.Q.,
- Halifax, N.S.,
- Fredericton, N.B.,
- Winnipeg, Man.,
- Vancouver, B.C.,
- Regina, Sask.,
- Calgary, Alta.

CWAC

- London, Ontario,
- Toronto, Ontario,
- Kingston, Ontario,
- Montreal, P.Q.,
- Quebec, P.Q.,
- Halifax, N.S.,
- Fredericton, N.B.,
- Winnipeg, Man.,
- Vancouver, B.C.,
- Regina, Sask.,
- Calgary, Alta.



MEDICAL AND
DENTAL
EXAMINATIONS



COUNSELLING:
POST-DISCHARGE
PLANS

Form WD. 12
completed

ARGE PROCEDURE

6

FINAL DOCUMENTATION AND PAY PARADE:



"Priority Suit Purchase Certificate" and "Application for Civilian Ration Book."

Deferred and Back Pay.

Clothing Allowance.

Rehab. Grant.

Application for war service gratuity.

Transportation Warrant.

Turn in Identification Card (MFM 182).

National Registration Card —
(Official of Dept. of Labour)
etc.

7



DISCHARGE CERTIFICATE
WAR SERVICE BUTTON
(AND CERTIFICATE)

8



THANKED FOR SERVICE

9



TRANSPORTATION WARRANT

AIR FORCE DISCH

1 DISCHARGE APPROVED



2

4 MEDICAL EXAM, DENTAL EXAM AND X-RAY



(Treatment if required may be in Air Force before final discharge, or by DVA after discharge.)

PERSONNEL COUN

5

- Explains rehabilitation pr
- Fills out WD 12.



PAY PARADE

pay up to date of discharge.
rehabilitation grant.

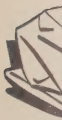
\$100. clothing allowance.
application for WS Gratuity.



DISCHARGE CERTIFICATE



WAR SERVICE BADGE

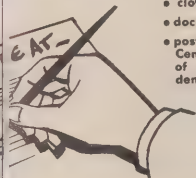


PE CI

RELEASE PROCEDURE

REPORT UNIT

- declaration of intended residence.
- clothing adjusted.
- documents checked.
- posting to Release Centre nearest place of intended residence.



3 Report to RELEASE CENTRE

nearest home

- Halifax, N.S.,
- Lachine, P.Q.,
- Ottawa, Ontario,
- Toronto, Ontario,
- Winnipeg, Man.
- Regina, Sask.,
- Calgary, Alta.,
- Vancouver, B.C.

FOR

REPRESENTATIVE OF NATIONAL EMPLOYMENT SERVICE

6



- temporary National Registration Card.
- Unemployment Insurance card.
- directs dischargee to local office of National Employment Service if seeking a job.

7 ROUTINE CLEARANCE FROM STATION

(Interview with Padre)



10

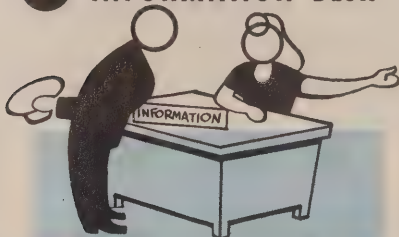


UNIFORM PURCHASE AND FOOD RATION BOOK

TRANSPORTATION WARRANT

THE REHABILITATION

1 INFORMATION DESK



—At the information desk they will direct you to the appropriate interviewer.

2 INTERVIEW



—perhaps just an oral answer will be given.
—If ACTION by DVA is indicated, the interviewer may take the veteran to the counsellor.

3 COUNSELLOR



—personal interview.
—consults W.D. 12, and may consult other documents, such as medical.
—evaluates information, advises, draws up a personalized program indicating types of assistance which may be available.



—the final decision as to what ACTION he desires to take is up to the veteran. Once a decision is reached, application can be filled in for the particular benefit for which he wishes to apply.

TION CENTRE

E R

JOB.....



See Chart 6

TRAINING.....



See Chart 7

5

**ARE YOU
INTERESTED
IN?**

FARMING or FISHING



See Chart 8

YOUR OWN BUSINESS



See Chart 9

A HOME IN TOWN

See Chart 10

HOME ON A SMALL HOLDING

See Chart 8

RE-ESTABLISHMENT CREDIT

See Chart 11

OTHER BENEFITS

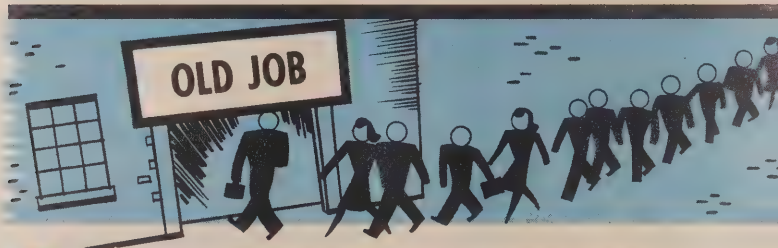
See Chart 12



AT DISCHARGE CENTRE



— a representative of the National Employment Service, operated under Department of Labour, will be present to discuss your employment plans. If you are looking for a job, he will direct you to the office of the National Employment Service nearest your home.



— Generally speaking, you are entitled by law to reinstatement in former employment. Employers are planning on welcoming their workers back after discharge. Selective Service permit is not necessary: you just tell the nearest employment office that you are returning to your former work. Inquiries about the right to reinstatement should be directed to the National Employment Service.

NOTE 1. Re-establishment Credit

You can use your Re-establishment Credit for the purchase of tools or equipment. But be sure to see the supervisor of Re-establishment Credits at the nearest office of the Department of Veterans' Affairs before you make any commitments.

NOTE 2. Employment Preference

Those with overseas service have preference in Dominion Civil Service employment. See the nearest Veterans' Unit Information Office of the Civil Service Commission of Canada.

Many companies give preference to veterans, and Citizens' Rehabilitation Committees encourage employers to hire veterans.

NOTE 3.

If you feel training assist in establish see Char

NATIONAL EMPLOYMENT SERVICE

VETERANS SECTION

2

—all local offices are equipped to give special attention to veterans.



—For men, a Selective Service permit is still necessary to take a new job—those with overseas service are customarily not restricted in the type of job they may seek. Women may locate a job without a permit, but must report having been engaged to a nearest employment office within three days of entering on a job.

ning

NOTE 4. Unemployment Insurance

Once you are in insurable employment for 15 weeks, you are entitled to the coverage of the Unemployment Insurance Act, as though you had been in insurable employment for any period in the Armed Services after June 30th, 1941, when the Act came into force.

NOTE 5. Out-of-Work Benefit

If you are able and willing to go to work, but cannot find employment, you can apply for Out-of-Work Benefit. For details see Chart 12.



REHABILITATION CENTRE

COUNSELLOR

advises on training suitable and available, and prepares your application.

NOTE: Where matriculation will lead to re-establishment, you may apply for assistance in making arrangements.

2

APPLICATION APPROVED

The Department of Veterans Affairs must approve the individual for training, and it pays maintenance allowances and fees if any.



3

TRAINING

Many occupations must be learned before you can work at them. Arrangements must be made for you to learn while you are working, making up part of your pay while you are learning.



3

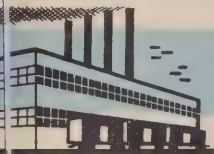
FOR UNIVERSITY or other professional training

The Government pays fees, and grants may be authorized for a period of your length of service where standing longer assistance may be required.

The Dominion Department of Labour, in co-operation with the Provincial governments, make arrangements for training.

NING

VOCATIONAL TRAINING



ON THE JOB

Best be learned by actually
gements may be made for
u work, the Government
ay while you are learning.



OR

TRAINING SCHOOL

Tuition is available without cost, and maintenance grants are paid up to 52 weeks, normally, while you are training. Then, with the aid of the National Employment Service, you locate a job in the occupation for which you have been trained.

UNIVERSITY



UNIVERSITY
ational studies



classes, and maintenance
for a period equal to
e. here results are out-
an may be given.

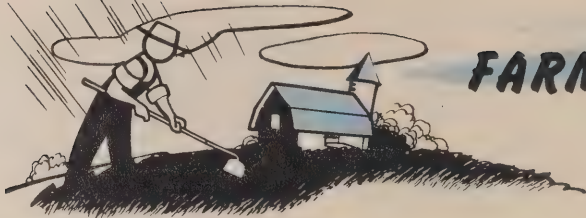
4



YOUR FUTURE WORK

After completion of your course, with the assistance of the National Employment Service, if necessary, you locate work in your chosen field.

Arrangements for and carries through courses of vocational and industrial training for veterans.



FARMING SMALL

VISIT OR WRITE

REGIONAL SUPERVISOR, VETERANS LAND ACT
 CHARLOTTETOWN, TRURO, KENTVILLE, MONCTON,
 CAMPBELLFORD, TORONTO, DUNDAS, LONDON,
 BRANDON, DAUPHIN, YORKTON, REGINA, SASKATOON,
 ST. PAUL, GRANDE PRAIRIE, PEACE RIVER, NELSON

If enquiry is in writing supply the following particulars:

1. Full name, Official number and address.
2. Pre-enlistment employment and place of residence.
3. Date and place of enlistment and arm of service. If discharged, date and place of discharge and whether in receipt of a pension. If employed, the nature of such employment.
4. Age, and whether married or single.
5. Whether full-time farming, small holding or a commercial fishing type of settlement is contemplated and the province and locality preferred.
6. Whether in a position to put up the initial deposit of 10% of the cost of land and permanent improvements as required under the Act, and if not some indication as to when such a position is likely to be attained.

MAKE FORMAL APPLICATION FOR QUALIFICATION

Attach Discharge Certificate (or certified copy).

VETERAN (AND HIS WIFE) CALLED BEFORE REGIONAL ADVISORY COMMITTEE

If application for qualification approved veteran receives certificate of qualification, and is advised to locate a property.

LOCATE FARM OR SMALL HOLDING FOR FINANCIAL ASSISTANCE

- (a) Veteran ascertain price for which it can be purchased. If so he inspects the price for which it can be purchased. If he is satisfied with the price for which it can be purchased, he consults the permanent improvement committee for financial assistance.
- (b) If veteran is unable to locate a farm or small holding he consults the permanent improvement committee for assistance.

DEPARTMENT INSPECTION OF PROPERTY

When snow is off ground

PURCHASE OF PROPERTY

- (a) Actual purchase of property desired by veteran is made by the permanent improvement committee.
- (b) If purchase is approved by the permanent improvement committee, the veteran is advised to secure transfer from the permanent improvement committee.
- (c) While awaiting transfer from the permanent improvement committee, the veteran and his family get together with the permanent improvement committee to secure transfer from the permanent improvement committee.



HOLDING FISHING

N, FREDERICTON, QUEBEC, SHERBROOKE, MONTREAL, SMITHS FALLS,
MOUNT FOREST, WINDSOR, NEW LISKEARD, SAULT STE. MARIE, WINNIPEG,
TOON, PRINCE ALBERT, LETHBRIDGE, CALGARY, RED DEER, EDMONTON,
KELOWNA, KAMLOOPS, NEW WESTMINSTER OR VICTORIA.

ALL HOLDING and APPLY ANCE

land he wants is for sale by the
and if fully satisfied with it and
be bought, he makes application
purchase the property; to cover
nts to be effected; and to purchase
nt essential to operation.

to locate suitable farm or small
A. who will render all possible

SIGN UP

Veteran signs contract covering purchase of land, and
agreement respecting livestock and equipment.

MOVES IN

Field Supervisor and veteran select and purchase chattels,
and veteran commences operations.



AND APPRAISES

TY BY DIRECTOR

property and other assistance
nsidered by Regional Advisory

ed action commenced by V.L.A.
vner.

er from owner, veteran and Field
aide on future farming plans, and
y of chattels and necessary per-
property.

NOTE: 1 If assistance is required while you are waiting returns
from your first crop, it may be available through an
application to the Department of Veterans Affairs for
AWAITING RETURNS BENEFIT. For details see Chart 12.

NOTE: 2 If you already own a farm, you may apply to Veterans'
Land Administration for assistance in taking over mortgage,
effecting permanent improvements, or in purchasing live-
stock or equipment.

NOTE: 3 A small holding is available only for a man with a
steady income from some other source.

A BUSINESS OF

LOOK BEFORE YOU LEAP!



Before you invest your savings and Re-establishment Credit in a business, be sure it's the right business for you, and that it has reasonable chance of success.

2 BEFORE YOU START



(a)

See the District Supervisor for Re-establishment Credit, Veterans Affairs. Get all applications for a loan approved by the Re-establishment Credit Advisor.

3 YOUR RE-ESTABLISHMENT CREDIT

This is available to supply capital for your business. It may be used to aid in the purchase of equipment for a new business. But, please note, Re-establishment Credit must be approved in advance.

4 AWAITING RETAIL CUSTOMERS

Your new business may not have enough customers to beat a path to your door.

Chart No. 9

YOUR OWN

GN

Director of Re-
establishment of
business must
be approved by
Re-establishment
Committee.

(b)

See the local office of Wartime Prices
and Trade Board. They will advise
you about a business license, and
about your chances to get supplies
in your line.

(c)

You should get advice from an ex-
perienced friend and also get infor-
mation regarding permits, licenses,
etc., which are required in your
locality.

FINANCIAL CREDIT

tools or equipment for the business you left behind, or
the sale of a business, or to supply capital, tools or equipment
for the purpose to which you wish to apply your Re-establish-
ment Grant by DVA.



RENTAL BENEFIT

your rental returns immediately. While you are waiting for the
rental door, you are eligible for maintenance grants. See Chart 12.





A H

Under the Na

APPROACH

- 1 Secure a Questionnaire from a branch office of the National Housing Administration or one of the approved Lending Institutions and fully answer all questions contained therein.

RE-ESTABLISHMENT CREDIT (1st Contact)

- 2 If your application is approved, see, or write to the District Supervisor of Re-establishment Credit at the nearest office of DVA, and acquire authority for expenditure of your Credit.

CONTRACTOR

- 3 The specification booklet which will be supplied to you by the Lending Institution should then be submitted by you to a reliable contractor, who will prepare plans and specifications, and submit price.

BUILDING

7

Immediately loan is approved by the Lending Institution, you can purchase the house. The house is built in accordance with approved plans and specifications.

Not under the Na

RE-ESTABLISHMENT CREDIT (1st Contact)

- 1 Call upon, or write to, the District Supervisor of Re-establishment Credit at nearest office of DVA, discuss the use to which you wish to put your Credit and, if the purpose is approved, you will be given authority for use of your Credit.

SELECTION

- 2 Select the house you wish to purchase, or buy a lot and choose a reliable contractor.

EQUITY

- 3 Establish an equity, two-thirds of which can be met from Re-establishment Credit — up to total amount of Credit available.

Everything being in order, cheques are issued by you — providing they are direct payments in the capacity of contractor, or sub

National Housing Act

ARRANGING THE LOAN



Plans and specifications, together with formal application for loan, should then be submitted to the Lending Institution.

RE-ESTABLISHMENT CREDIT (Release)



When loan is approved you then request the Lending Institution to furnish a certificate for the information of the Supervisor of Re-establishment Credit, showing:

1. Amount of Loan
2. Amount of Approved Lending Value—

which information will serve to release Credit.

EQUITY



You must have an equity in the property, and two-thirds of the equity can be met from Re-establishment Credit — up to total amount of Credit available.

to make arrangements to have the house built. It's your responsibility to see that the house
If you employ an architect he will do this for you.

National Housing Act

RE-ESTABLISHMENT CREDIT (Release)



In order to secure release of Re-establishment Credit, submit the following information to the District Supervisor:

1. Exact and complete terms of Sale (Purchase Price Proof).
2. Details of encumbrances, if any, and disposition of same upon purchase of property (Mortgage Documents).
3. Proof of Equity.
4. Approved Lending Value of Property (Appraisal Certificate).
5. Certification of the fact that the applicant will use the home as his dwelling.
6. Proof of Indefeasible right to Title.

to be made out to whoever may be designated
connected with the acquisition of the home
ers, or vendors.

RE-ESTABLISH

1



A BUYING FURNITURE



B BUYING TOOLS AND EQUIPMENT for trade, profession or business.



C GOVERNMENT

2

STEPS

1 See or write to District Supervisor of Re-establishment Credit and get approval.

2 Make necessary arrangements for purchase.

3 Complete the formal application supplying necessary information.

4 You will get receipt from vendor.



ENT CREDIT ★



INSURANCE



D REDUCING MORTGAGE



**E PROVISION OF WORKING
CAPITAL for business or
profession**



YOUR RE-ESTABLISHMENT CREDIT *equals:*

Your Basic War Service Gratuity.
\$7.50 for every 30 days'
qualifying service, plus an additional
25c for each of those days served Overseas

- ★ NOTE 1. Re-establishment Credit is optional to Training (Chart 7), or Veterans Land Act (Chart 8).
- ★ NOTE 2. Use of Re-establishment Credit for Business — See Chart 9.
Use of Re-establishment Credit for a Home — See Chart 10.

OTHER B



INCAPACITY BENEFIT:

Benefits are available if, after discharge, a veteran becomes temporarily incapacitated and unable to work and is not eligible under the Treatment Regulations.



OUT OF WORK BENEFIT:

When capable of and available for work, but unable to obtain suitable employment, a veteran can apply for Out of Work Benefit.



AWAITING RETURNS:

The veteran who takes a farm or who opens a business of his own may need assistance while waiting for returns to come in from his new enterprise. The Awaiting Returns Benefit is designed to meet this need.

TO AP

Write to, office of the Affairs.

SCA

For Incap Awaiting scale of b

Single per Man and V

Additional dents:

For one ch

For second

For third c

For each month,* u child

Maximum authorized parents—

NEFITS

FOR BENEFITS

Visit the nearest district
Department of Veterans

OF GRANTS

y, Out of Work and
turns, the following
its applies:

—up to \$50. per month
—up to \$70. per month

allowances for depen-

—\$12. per month
ld—\$12. per month
—\$10. per month
equent child—\$8. per
and including sixth

allowance which may be
dependent parent or
per month.

VETERANS INSURANCE:

You can take out a Veterans Insurance Policy without a medical examination in all but a few cases. Policies may be from \$500 to \$10,000 in multiples of \$500. Premiums may be paid from Re-establishment Credit or from Pension. There are no restrictions as to travel, residence or occupation.

MEDICAL ATTENTION:

Every man or woman, discharged from service, is entitled to free medical treatment for any condition if authorized by the Department of Veterans Affairs within the year following discharge. If continuing treatment is required following discharge, the veteran will receive allowances equal to the pay and allowances of his rank in effect at discharge.

PENSIONS:

Disabilities incurred or aggravated during service by personnel who have served Overseas, are pensionable, with certain exceptions, if not due to improper conduct. If service is in Canada only, the disability must arise out of, or be directly connected with, military service.

WHOM

ABOUT YOUR R

DVA

The *Department of Veterans Affairs* has established Rehabilitation Centres in the major cities of Canada. In these Centres, District officers and their staffs are concentrated in one building for the convenience of veterans. In the smaller cities, where no Rehabilitation Centres exist, Veterans Welfare Officers have offices to assist veterans to re-establish themselves.

CVT

For the man or woman who requires trade or occupational training, the *Canadian Vocational Training Plan* arranges and supervises training in industry; operates vocational training centres; supervises formal trade apprenticeship plans; and conducts pre-matriculation academic courses where approved. CVT is operated jointly by the Dominion Department of Labour and the Provincial Governments.

WPTB

The function of the *Wartime Prices and Trade Board* is to prevent prices and living costs from rising, and to assure a sufficient supply and orderly distribution of necessary civilian goods and services. The veteran who is interested in opening a business of his own must see WPTB before he invests. He is assured of a courteous reception, and all available information and assistance will be provided.

VOLUNTEER CITIZENS COMMITTEES
In communities, Committees have been formed by servicemen and women, and by their families. These Citizens Committees will do anything in any way they can.

TO SEE

ESTABLISHMENT

NES

The *National Employment Service* maintains local offices in more than 200 urban centres across Canada to place workers in jobs, and to find suitable workers to meet the needs of employers. This Service operates under the Department of Labour and the Unemployment Insurance Commission.

The Department of Labour, through the *National Employment Service*, administers the *Reinstatement in Civil Employment Act*, which applies to veterans entitled to return to pre-enlistment jobs.

VLA

The *Veterans Land Administration* maintains Regional Offices in leading cities of each Province. The VLA will also be represented at the Rehabilitation Centre. If it is a farm, a small holding or commercial fishing that you are interested in — see VLA.

NHA

Through the *National Housing Administration* the Government has made provision to stimulate building by encouraging private construction. The NHA maintains Regional Offices at principal cities across Canada.

In more than 500 Canadian communities, the Government is prepared to welcome home the returning veterans and provide helpful assistance and advice. This is the opportunity to serve veterans.

HAVE YOU READ?

"THE COMMON-SENSE OF RE-ESTABLISHMENT"

"A HOME ON CIVVY ST."

"YOUR OWN BUSINESS ON CIVVY ST."

"VOCATIONAL TRAINING ON CIVVY ST."

"A FARM ON R.R. No. 1"

Rehabilitation Information Committee—Wartime Information Board.

"DISMISS — BUT WHAT OF A JOB?"

Information Division, Department of Labour.

"VOCATIONAL TRAINING FOR EX-SERVICE PERSONNEL"

Canadian Vocational Training, Department of Labour.

"BACK TO CIVIL LIFE"

"THE VETERANS' LAND ACT, 1942"

"WHAT'S AHEAD?"

Department of Veterans Affairs.

"CANADIAN AFFAIRS"

(see particularly "Civvy Street News")
Wartime Information Board.

Postwar Planning Information Series:

"REHABILITATION OF SERVICE MEN AND WOMEN"

"SOCIAL SECURITY"

"RECONSTRUCTION PLANNING"

"HOUSING AND COMMUNITY PLANNING"

"NATIONAL HOUSING ACT"

"AGRICULTURAL RECONSTRUCTION"

Wartime Information Board.



A RECORD

OF YOUR CASH WAR SERVICE BENEFITS

WAR SERVICE GRATUITY

BASIC

.....30 day periods of qualifying service* in Western Hemisphere — at \$7.50 per period

PLUS

.....30 day periods of qualifying service* Overseas — at \$15.00 per period

(By regulation, each person qualifying is entitled to a gratuity of \$7.50 for each completed period of 30 days of service together with an additional sum of 25 cents for every day of overseas service which falls within such periods. No sum is payable for any day of service over and above the last completed 30-day period.)

Total Basic War Service Gratuity

Your RE-ESTABLISHMENT CREDIT — See Chart 12 — is equal in amount to your Basic War Service Gratuity.

SUPPLEMENTARY

.....6 month periods Overseas atper 6 month
(Seven days' pay and allowances)
period, and proportionately for a period of less than 6 months

TOTAL WAR SERVICE GRATUITY

(Payable in monthly instalments following discharge; each instalment approximately equal to monthly amount of pay and allowances at time of discharge)

CASH PAYMENT at time of Discharge

Clothing Allowance \$100.

Rehabilitation Grant (30 days' pay and allowances)

TOTAL

*Qualifying Service means volunteer service in the Western Hemisphere or service Overseas. In computing the length of qualifying service, periods of leave of absence without pay, absence without leave, penal servitude, imprisonment or detention and periods when pay is forfeited are not included.



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